



# **U.S. General Services Administration Annual Freedom of Information Act Report**

*Fiscal Year 2017*

## **I. BASIC INFORMATION REGARDING REPORT**

1. Name, title, address, and telephone number of person(s) to be contacted with questions about the Report.

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2. Provide an electronic link for access to the Report on the agency Web site.

<https://www.gsa.gov/reference/freedom-of-information-act-foia>

3. Explain how to obtain a copy of the Report in paper form.

Contact Kimberly Veach at the address, telephone number, or e-mail listed above.

## **II. MAKING A FOIA REQUEST**

1. The U.S. General Services Administration's (GSA's) instructions on requesting information through FOIA, and the names, addresses and telephone numbers of GSA Requester Service Center are available by clicking on the following link:

<http://www.gsa.gov/portal/category/21416>

2. GSA releases information in response to requests under the FOIA unless an exemption applies and GSA has a compelling reason to invoke the exemption. Even if the information falls clearly within an exemption, GSA discloses information unless the agency reasonably foresees that disclosure would harm an interest protected by one of the statutory exemptions, or disclosure is prohibited by law. Exemptions 2 through 7 are the most common exemptions that apply to GSA records.

### III. ACRONYMS, DEFINITIONS, AND EXEMPTIONS

#### 1. *Definitions of terms used in this Report:*

Acronym	Definition
1A	New England Region
2A	Northeast and Caribbean Region
3A	Mid-Atlantic Region
4A	Southeast Sunbelt Region
5A	Great Lakes Region
6A	The Heartland Region
7A	Greater Southwest Region
8A	Rocky Mountain Region
9A	Pacific Rim Region
10A	Northwest/Arctic Region
11A	National Capital Region
A	Administrator
AC	Chief of Staff
AD	Deputy Administrator
AK	Office of Civil Rights
B	Office of the Chief Financial Officer
C	Office of Human Resources Management
D	Office of Mission Assurance
E	Office of Small Business Utilization
G	Civilian Board of Contract Appeals
GSA	U.S. General Services Administration
H	Office of the Chief Administrative Services Officer
H1F	Freedom of Information Act
I	Office of the Chief Information Officer
J	Office of Inspector General
L	Office of General Counsel
M	Office of Government-Wide Policy
P	Public Buildings Service
Q	Federal Acquisition Service
S	Office of Congressional & Intergovernmental Affairs
X	Office of Strategic Communication
Z	Office of Customer Experience

#### 1. Definition of terms used in this report :

- a. **Administrative Appeal** - a request to a federal agency asking that it review at a higher administrative level a FOIA determination made by the agency at the initial request level.
- b. **Average Number** - the number obtained by dividing the sum of a group of

numbers by the quantity of numbers in the group. For example, of 3, 7, and 14, the average number is 8.

- c. **Backlog** - the number of requests or administrative appeals that are pending at an agency at the end of the fiscal year that are beyond the statutory time period for a response.
- d. **Component** - for agencies that process requests on a decentralized basis, a "component" is an entity, also sometimes referred to as an Office, Division, Bureau, Center, or Directorate, within the agency that processes FOIA requests. The FOIA now requires that agencies include in their Annual FOIA Report data for both the agency overall and for each principal component of the agency.
- e. **Consultation** - the procedure whereby the agency responding to a FOIA request first forwards a record to another agency for its review because that other agency has an interest in the document. Once the agency in receipt of the consultation finishes its review of the record, it responds back to the agency that forwarded it. That agency, in turn, will then respond to the FOIA requester.
- f. **Exemption 3 Statute** - a federal statute that exempts information from disclosure and which the agency relies on to withhold information under subsection (b)(3) of the FOIA.
- g. **FOIA Request** - a FOIA request is generally a request to a federal agency for access to records concerning another person (i.e., a "third-party" request), or concerning an organization, or a particular topic of interest. FOIA requests also include requests made by requesters seeking records concerning themselves (i.e., "first-party" requests) when those requesters are not subject to the Privacy Act, such as non-U.S. citizens. Moreover, because all first-party requesters should be afforded the benefit of both the access provisions of the FOIA as well as those of the Privacy Act, FOIA requests also include any first-party requests where an agency determines that it must search beyond its Privacy Act "systems of records" or where a Privacy Act exemption applies, and the agency looks to FOIA to afford the greatest possible access. All requests which require the agency to utilize the FOIA in responding to the requester are included in this Report.
- h. Additionally, a FOIA request includes records referred to the agency for processing and direct response to the requester. It does not, however, include records for which the agency has received a consultation from another agency. (Consultations are reported separately in Section XII of this Report.)
- i. **Full Grant** - an agency decision to disclose all records in full in response to a FOIA request

- j. **Full Denial** - an agency decision not to release any records in response to a FOIA request because the records are exempt in their entireties under one or more of the FOIA exemptions, or because of a procedural reason, such as when no records could be located.
- k. **Median Number** - the middle, not average, number. For example, of 3, 7, and 14, the median number is 7.
- l. **Multi-Track Processing** - a system in which simple requests requiring relatively minimal review are placed in one processing track and more voluminous and complex requests are placed in one or more other tracks. Requests granted expedited processing are placed in yet another track. Requests in each track are processed on a first in/first out basis.
- m. **Expedited Processing** - an agency will process a FOIA request on an expedited basis when a requester satisfies the requirements for expedited processing as set forth in the statute and in agency regulations.
- n. **Simple Request** - a FOIA request that an agency using multi-track processing places in its fastest (non- expedited) track based on the low volume and/or simplicity of the records requested.
- o. **Complex Request** - a FOIA request that an agency using multi-track processing places in a slower track based on the high volume and/or complexity of the records requested.
- p. **Partial Grant/Partial Denial** - in response to a FOIA request, an agency decision to disclose portions of the records and to withhold other portions that are exempt under the FOIA, or to otherwise deny a portion of the request for a procedural reason.
- q. **Pending Request or Pending Administrative Appeal** - a request or administrative appeal for which an agency has not taken final action in all respects.
- r. **Perfect Request** - a request for records which reasonably describes such records and is made in accordance with published rules stating the time, place, fees (if any) and procedures to be followed.
- s. **Processed Request or Processed Administrative Appeal** - a request or administrative appeal for which an agency has taken final action in all respects.
- t. **Range in Number of Days** - the lowest and highest number of days to process requests or administrative appeals.
- u. **Time Limits** - the time period in the statute for an agency to respond to a FOIA request (ordinarily twenty working days from receipt of a perfected FOIA request).

2. Concise descriptions of the nine FOIA exemptions :

- a. **Exemption 1** - classified national defense and foreign relations information
- b. **Exemption 2** - internal agency rules and practices
- c. **Exemption 3** - information that is prohibited from disclosure by another federal law
- d. **Exemption 4** - trade secrets and other confidential business information
- e. **Exemption 5** - inter-agency or intra-agency communications that are protected by legal privileges
- f. **Exemption 6** - information involving matters of personal privacy
- g. **Exemption 7** - records or information compiled for law enforcement purposes, to the extent that the production of those records (A) could reasonably be expected to interfere with enforcement proceedings, (B) would deprive a person of a right to a fair trial or an impartial adjudication, (C) could reasonably be expected to constitute an unwarranted invasion of personal privacy, (D) could reasonably be expected to disclose the identity of a confidential source, (E) would disclose techniques and procedures for law enforcement investigations or prosecutions, or would disclose guidelines for law enforcement investigations or prosecutions, or (F) could reasonably be expected to endanger the life or physical safety of any individual
- h. **Exemption 8** - information relating to the supervision of financial institutions
- i. **Exemption 9** - geological information on wells

3. Agency Component Abbreviations

Component Abbreviation	Component Name
GSA (direct):	U.S. General Services Administration
J	Office of the Inspector General



#### IV. EXEMPTION 3 STATUTES

Statute	Type of Information Withheld	Case Citation	Agency / Component	Number of Times Relied upon by Agency / Component	Total Number of Times Relied upon by Agency Overall
10 U.S.C. § 2305(g)	Certain contractor proposals	Roman v. NSA, Nos. 09-2947, 09-4281, 09-3344, 09-2504, 09-5633, 2012 WL 569747, at *7 (E.D.N.Y. Feb.22, 2012); Margolin v. NASA, No. 09-CV-00421-LRH-VPC, 2011 WL 1303221, at *6 (D. New Mar 31, 2011).	GSA (direct):	1	1
			J	0	
26 U.S.C. §§ 6103, 6105 (Internal Revenue Code)	Certain tax return information, to include Taxpayer Identification Numbers of third parties, and certain tax convention information.	Church of Scientology v. IRS, 484 U.S. 9, 15 (1987) (26 U.S.C. § 6103); Leonard v. U.S. Dep't of Treasury, 590 F. App'x. 141, 143-44 (3d Cir. 2014) (per curiam); Pac. Fisheries, Inc. v. IRS, 395 F. App'x. 438, 440 (9th Cir. 2010) (unpublished disposition) (26 U.S.C. §§ 6103, 6105); Tax Analysts v. IRS, 217 F. Supp. 2d 23, 27-29 (D.D.C. 2002) (26 U.S.C. § 6105).	GSA (direct):	4	4
			J	0	
31 U.S.C. § 3730	Records pertaining to civil actions for false claims against the United States Government.	N/A	GSA (direct):	1	5
			J	4	
39 U.S.C. § 410(c)(2) (Postal Reorganization Act)	Commercial information which would not be disclosed under good business practice.	Wickwire Gavin, P.C. v. USPS, 356 F.3d, 588, 589, 597 (4th Cir. 2004); Am. Postal Workers Union, AFL-CLO v. USPS, 742 F. Supp. 2d 76,	GSA (direct):	1	1

		81-83 (D.D.C. 2010) etc.			
			J	0	
41 U.S.C. § 2102 (amending 41 U.S.C. § 423 (a)(1))*(Procurement Integrity Act)	Contractor bid or proposal information; source selection information.	Legal & Safety Employer Research, Inc. v. U.S. Dep't of the Army, No. Civ. S001748, 2001 WL 34098652, at *3-4 (E.D. Cal. May 4, 2001) (dictum).	GSA (direct):	12	12
			J	0	
41 U.S.C. § 253b(m)(l) (currently at 41 U.S.C. § 4702)	Contractor proposals that are in the possession or control of an executive agency and that have not been set forth or incorporated by reference into contacts.	Margolin v. NASA, No. 09CV-00421-LRH-VPC, 2011 WL 1303221, at *6 (D. Nev. Mar. 31, 2011); Hornbostel v. U.S. Dep't of the Interior, 305 F. Supp. 2d 21, 30 (D.D.C. 2003), summary affirmance granted, No. 03-5257, 2004 WL 1900562 (D.C. Cir. Aug. 25, 2004).	GSA (direct):	11	11
			J	0	

## V.A. FOIA REQUESTS -- RECEIVED, PROCESSED AND PENDING FOIA REQUESTS

Agency / Component	Number of Requests Pending as of Start of Fiscal Year	Number of Requests Received in Fiscal Year	Number of Requests Processed in Fiscal Year	Number of Requests Pending as of End of Fiscal Year
J	4	67	65	6
GSA (direct):	121	1,285	1,116	290
AGENCY OVERALL	125	1,352	1,181	296

*The U.S. General Services Administration (GSA)'s FOIA Annual Report for FY 2016 reported that the number of cases pending at the end of the fiscal year for GSA was 121 and the Office of Inspector General (J) was 5, agency overall total was 126. As a result of our data reconciliation and validation efforts, we have determined that the number of pending request as the end of FY 2016 in the primary case management system was GSA-121 and J-4; which corrected numbers are reflected here. The overall number of cases pending action at that time was closer to the 125 number previously reported.*

# **V.B.(1). DISPOSITION OF FOIA REQUESTS -- ALL PROCESSED REQUESTS**

Agency / Component	Number of Full Grants	Number of Partial Grants / Partial Denials	Number of Full Denials Based on Exemptions	Number of Full Denials Based on Reasons Other than Exemptions									TOTAL
				No Records	All Records Referred to Another Component or Agency	Request Withdrawn	Fee-Related Reason	Records not Reasonably Described	Improper FOIA Request for Other Reason	Not Agency Record	Duplicate Request	Other *Explain in Chart Below	
J	7	37	4	13	0	2	0	1	1	0	0	0	65
GSA (direct):	210	474	41	219	3	85	26	27	5	10	16	0	1,116
AGENCY OVERALL	217	511	45	232	3	87	26	28	6	10	16	0	1,181

**V.B.(2). DISPOSITION OF FOIA REQUESTS -- "OTHER" REASONS FOR "FULL DENIALS  
BASED ON REASONS OTHER THAN EXEMPTIONS"**

Agency / Component	Description of "Other" Reasons for Denials from Chart B(1)	Number of Times "Other" Reason Was Relied Upon	TOTAL
J	N/A	0	0
GSA (direct):	N/A	0	0
AGENCY OVERALL			0

**V.B.(3). DISPOSITION OF FOIA REQUESTS -- NUMBER OF TIMES EXEMPTIONS APPLIED**

Agency / Component	Ex. 1	Ex. 2	Ex. 3	Ex. 4	Ex. 5	Ex. 6	Ex. 7(A)	Ex. 7(B)	Ex. 7(C)	Ex. 7(D)	Ex. 7(E)	Ex. 7(F)	Ex. 8	Ex. 9
J	0	0	4	5	13	34	5	0	25	3	8	6	0	0
GSA (direct):	0	7	27	306	171	408	3	2	4	2	7	114	0	0
AGENCY OVERALL	0	7	31	311	184	442	8	2	29	5	15	120	0	0

**VI.A. ADMINISTRATIVE APPEALS OF INITIAL DETERMINATIONS OF FOIA REQUESTS --  
RECEIVED, PROCESSED, AND PENDING ADMINISTRATIVE APPEALS**

Agency / Component	Number of Appeals Pending as of Start of Fiscal Year	Number of Appeals Received in Fiscal Year	Number of Appeals Processed in Fiscal Year	Number of Appeals Pending as of End of Fiscal Year
J	0	4	4	0
GSA (direct):	2	33	27	8
AGENCY OVERALL	2	37	31	8

*The U.S. General Services Administration (GSA)'s FOIA Annual Report for FY 2016 reported that the number of appeals pending at the end of the fiscal year for GSA was 2 and the Office of Inspector General (J) was 1. As a result of our data reconciliation and validation efforts, we have determined that the number should have been GSA-2 & J-0; that corrected number is reflected here. The overall number of appeals pending action at that time was closer to the 2 number previously reported.*

**VI.B. DISPOSITION OF ADMINISTRATIVE APPEALS -- ALL PROCESSED APPEALS**

Agency / Component	Number Affirmed on Appeal	Number Partially Affirmed & Partially Reversed/Remanded on Appeal	Number Completely Reversed/Remanded on Appeal	Number of Appeals Closed for Other Reasons	TOTAL
J	1	1	0	2	4
GSA (direct):	13	3	8	3	27
AGENCY OVERALL	14	4	8	5	31



**VI.C.(1). REASONS FOR DENIAL ON APPEAL -- NUMBER OF TIMES EXEMPTIONS APPLIED**

Agency / Component	Ex. 1	Ex. 2	Ex. 3	Ex. 4	Ex. 5	Ex. 6	Ex. 7(A)	Ex. 7(B)	Ex. 7(C)	Ex. 7(D)	Ex. 7(E)	Ex. 7(F)	Ex. 8	Ex. 9
J	0	0	0	0	1	1	0	0	1	0	0	0	0	0
GSA (direct):	0	0	2	7	9	9	0	0	0	0	0	2	0	0
AGENCY OVERALL	0	0	2	7	10	10	0	0	1	0	0	2	0	0

## VI.C.(2). REASONS FOR DENIAL ON APPEAL -- REASONS OTHER THAN EXEMPTIONS

Agency / Component	No Records	Records Referred at Initial Request Level	Request Withdrawn	Fee- Related Reason	Records not Reasonably Described	Improper Request for Other Reasons	Not Agency Record	Duplicate Request or Appeal	Request in Litigation	Appeal Based Solely on Denial of Request for Expedited Processing	Other *Explain in chart below
J	0	2	2	0	0	0	0	0	0	0	0
GSA (direct):	10	3	1	0	1	0	1	1	0	0	0
AGENCY OVERALL	10	5	3	0	1	0	1	1	0	0	0

**VI.C.(3). REASONS FOR DENIAL ON APPEAL -- "OTHER" REASONS**

Agency / Component	Description of "Other" Reasons for Denial on Appeal from Chart C(2)	Number of Times "Other" Reason Was Relied Upon	TOTAL
J	N/A	0	0
GSA (direct):	N/A	0	0
AGENCY OVERALL			0

**VI.C.(4). RESPONSE TIME FOR ADMINISTRATIVE APPEALS**

Agency / Component	Median Number of Days	Average Number of Days	Lowest Number of Days	Highest Number of Days
J	26.00	44.75	1.00	126.00
GSA (direct):	19.00	42.89	1.00	177.00
AGENCY OVERALL	20.00	43.13	1.00	177.00

# **VI.C.(5). TEN OLDEST PENDING ADMINISTRATIVE APPEALS**

Agency / Component		10th Oldest Appeal	9th	8th	7th	6th	5th	4th	3rd	2nd	Oldest Appeal
GSA (direct):	Date of Appeal	N/A	N/A	2017-09-28	2017-09-26	2017-09-19	2017-08-09	2017-08-07	2017-07-26	2017-07-06	2017-05-09
	Number of Days Pending	0	0	1	3	8	36	38	46	60	100
AGENCY OVERALL	Date of Appeal	N/A	N/A	2017-09-28	2017-09-26	2017-09-19	2017-08-09	2017-08-07	2017-07-26	2017-07-06	2017-05-09
	Number of Days Pending	0	0	1	3	8	36	38	46	60	100

## VII.A. FOIA REQUESTS -- RESPONSE TIME FOR ALL PROCESSED PERFECTED REQUESTS

Agency / Component	SIMPLE				COMPLEX				EXPEDITED PROCESSING			
	Median Number of Days	Average Number of Days	Lowest Number of Days	Highest Number of Days	Median Number of Days	Average Number of Days	Lowest Number of Days	Highest Number of Days	Median Number of Days	Average Number of Days	Lowest Number of Days	Highest Number of Days
J	18	16.47	3	38	30	43.69	21	138	N/A	N/A	N/A	N/A
GSA (direct):	11	10.56	<1	20	37	56.27	21	322	22	34.68	1	120
AGENCY OVERALL	11	10.99	<1	38	37	55.85	21	322	22	34.68	1	120

**VII.B. PROCESSED REQUESTS -- RESPONSE TIME FOR PERFECTED REQUESTS IN WHICH INFORMATION WAS GRANTED**

Agency / Component	SIMPLE				COMPLEX				EXPEDITED PROCESSING			
	Median Number of Days	Average Number of Days	Lowest Number of Days	Highest Number of Days	Median Number of Days	Average Number of Days	Lowest Number of Days	Highest Number of Days	Median Number of Days	Average Number of Days	Lowest Number of Days	Highest Number of Days
J	18	16.69	4	38	30	44.73	21	138	N/A	N/A	N/A	N/A
GSA (direct):	13	12.16	<1	20	38	58.13	21	322	33	39.98	1	120
AGENCY OVERALL	13	12.55	<1	38	37	57.58	21	322	33	39.98	1	120

### VII.C. PROCESSED SIMPLE REQUESTS -- RESPONSE TIME IN DAY INCREMENTS

[illegible]



**VII.C. PROCESSED COMPLEX REQUESTS -- RESPONSE TIME IN DAY INCREMENTS**

Agency / Component	<1-20 Days	21-40 Days	41-60 Days	61-80 Days	81-100 Days	101-120 Days	121-140 Days	141-160 Days	161-180 Days	181-200 Days	201-300 Days	301-400 Days	401+ Days	TOTAL
J	0	13	0	1	0	1	1	0	0	0	0	0	0	16
GSA (direct):	0	257	82	47	21	13	16	7	4	5	13	1	0	466
AGENCY OVERALL	0	270	82	48	21	14	17	7	4	5	13	1	0	482

**VII.C. PROCESSED REQUESTS GRANTED EXPEDITED PROCESSING -- RESPONSE TIME IN DAY INCREMENTS**

Agency / Component	<1-20 Days	21-40 Days	41-60 Days	61-80 Days	81-100 Days	101-120 Days	121-140 Days	141-160 Days	161-180 Days	181-200 Days	201-300 Days	301-400 Days	401+ Days	TOTAL
J	0	0	0	0	0	0	0	0	0	0	0	0	0	0
GSA (direct):	18	12	5	4	3	2	0	0	0	0	0	0	0	44
AGENCY OVERALL	18	12	5	4	3	2	0	0	0	0	0	0	0	44

# **VII.D. PENDING REQUESTS -- ALL PENDING PERFECTED REQUESTS**

Agency / Component	SIMPLE			COMPLEX			EXPEDITED PROCESSING		
	Number Pending	Median Number of Days	Average Number of Days	Number Pending	Median Number of Days	Average Number of Days	Number Pending	Median Number of Days	Average Number of Days
J	5	6	9.2	1	74	74	0	N/A	N/A
GSA (direct):	99	47	46.09	153	48	61.56	31	55	61.29
AGENCY OVERALL	104	38	44.32	154	48	61.64	31	55	61.29

# **VII.E. PENDING REQUESTS -- TEN OLDEST PENDING PERFECTED REQUESTS**

Agency / Component		10th Oldest Request	9th	8th	7th	6th	5th	4th	3rd	2nd	Oldest Request
J	Date of Receipt	N/A	N/A	N/A	N/A	2017-09-28	2017-09-22	2017-09-21	2017-09-14	2017-08-28	2017-06-15
	Number of Days Pending	0	0	0	0	1	5	6	11	23	74
GSA (direct):	Date of Receipt	2017-02-07	2017-02-01	2017-01-26	2017-01-19	2017-01-13	2017-01-04	2016-12-24	2016-12-03	2016-12-03	2016-10-14
	Number of Days Pending	164	168	172	177	180	187	192	207	207	241
AGENCY OVERALL	Date of Receipt	2017-02-07	2017-02-01	2017-01-26	2017-01-19	2017-01-13	2017-01-04	2016-12-24	2016-12-03	2016-12-03	2016-10-14
	Number of Days Pending	164	168	172	177	180	187	192	207	207	241

### VIII.A. REQUESTS FOR EXPEDITED PROCESSING

Agency / Component	Number Granted	Number Denied	Median Number of Days to Adjudicate	Average Number of Days to Adjudicate	Number Adjudicated Within Ten Calendar Days
J	0	5	3	11.6	3
GSA (direct):	75	160	1	1.83	233
AGENCY OVERALL	75	165	1	2.03	236

## VIII.B. REQUESTS FOR FEE WAIVER

Agency / Component	Number Granted	Number Denied	Median Number of Days to Adjudicate	Average Number of Days to Adjudicate
J	1	2	9	9
GSA (direct):	32	109	1	1.41
AGENCY OVERALL	33	111	1	1.57

**IX. FOIA PERSONNEL AND COSTS**

Agency / Component	PERSONNEL			COSTS		
	Number of "Full- Time FOIA Employees"	Number of "Equivalent Full- Time FOIA Employees"	Total Number of "Full-Time FOIA Staff"	Processing Costs	Litigation-Related Costs	Total Costs
J	2	0	2	\$149,718.02	\$0.00	\$149,718.02
GSA (direct):	9	1.18	10.18	\$743,901.02	\$2,650.00	\$746,551.02
AGENCY OVERALL	11	1.18	12.18	\$893,619.04	\$2,650.00	\$896,269.04

## X. FEES COLLECTED FOR PROCESSING REQUESTS

Agency / Component	Total Amount of Fees Collected	Percentage of Total Costs
J	\$0.00	0.00%
GSA (direct):	\$39,237.05	5.27%
AGENCY OVERALL	\$39,237.05	4.39%



**XI.A. NUMBER OF TIMES SUBSECTION USED**

Agency / Component	Number of Times Subsection Used
J	0
GSA (direct):	0
AGENCY OVERALL	0

## **XI.B. NUMBER OF SUBSECTION POSTINGS**

Agency / Component	Number of Records Posted by the FOIA Office	Number of Records Posted by Program Offices
J	1	49
GSA (direct):	110	3,560
AGENCY OVERALL	111	3,609

## **XII.A. BACKLOGS OF FOIA REQUESTS AND ADMINISTRATIVE APPEALS**

Agency / Component	Number of Backlogged Requests as of End of Fiscal Year	Number of Backlogged Appeals as of End of Fiscal Year
J	2	0
GSA (direct):	188	5
AGENCY OVERALL	190	5

**XII.B. CONSULTATIONS ON FOIA REQUESTS -- RECEIVED, PROCESSED, AND PENDING CONSULTATIONS**

Agency / Component	Number of Consultations Received from Other Agencies that were <u>Pending</u> at the Agency as of <u>Start</u> of the Fiscal Year	Number of Consultations <u>Received</u> from Other Agencies During the Fiscal Year	Number of Consultations Received from Other Agencies that were <u>Processed</u> by the Agency During the Fiscal Year	Number of Consultations Received from Other Agencies that were <u>Pending</u> at the Agency as of <u>End</u> of the Fiscal Year
J	0	1	1	0
GSA (direct):	0	8	8	0
AGENCY OVERALL	0	9	9	0

## XII.C. CONSULTATIONS ON FOIA REQUESTS -- TEN OLDEST CONSULTATIONS RECEIVED FROM OTHER AGENCIES AND PENDING AT THE AGENCY

[illegible]

**XII.D.(1). COMPARISON OF NUMBERS OF REQUESTS FROM PREVIOUS AND CURRENT ANNUAL REPORT -- REQUESTS RECEIVED AND PROCESSED**

Agency / Component	NUMBER OF REQUESTS <u>RECEIVED</u>		NUMBER OF REQUESTS <u>PROCESSED</u>	
	Number Received During Fiscal Year from Last Year's Annual Report	Number Received During Fiscal Year from Current Annual Report	Number Processed During Fiscal Year from Last Year's Annual Report	Number Processed During Fiscal Year from Current Annual Report
J	70	67	72	65
GSA (direct):	887	1,285	895	1,116
AGENCY OVERALL	957	1,352	967	1,181

**XII.D.(2). COMPARISON OF NUMBERS OF REQUESTS FROM PREVIOUS AND CURRENT ANNUAL REPORT -- BACKLOGGED REQUESTS**

Agency / Component	Number of Backlogged Requests as of End of the Fiscal Year from Previous Annual Report	Number of Backlogged Requests as of End of the Fiscal Year from Current Annual Report
J	3	2
GSA (direct):	41	188
AGENCY OVERALL	44	190

**XII.E.(1). COMPARISON OF NUMBERS OF ADMINISTRATIVE APPEALS FROM PREVIOUS AND CURRENT ANNUAL REPORT -- APPEALS RECEIVED AND PROCESSED**

Agency / Component	NUMBER OF APPEALS <u>RECEIVED</u>		NUMBER OF APPEALS <u>PROCESSED</u>	
	Number Received During Fiscal Year from Last Year's Annual Report	Number Received During Fiscal Year from Current Annual Report	Number Processed During Fiscal Year from Last Year's Annual Report	Number Processed During Fiscal Year from Current Annual Report
J	12	4	11	4
GSA (direct):	13	33	13	27
AGENCY OVERALL	25	37	24	31



**XII.E.(2). COMPARISON OF NUMBERS OF ADMINISTRATIVE APPEALS FROM PREVIOUS AND CURRENT ANNUAL REPORT -- BACKLOGGED APPEALS**

Agency / Component	Number of Backlogged Appeals as of End of the Fiscal Year from Previous Annual Report	Number of Backlogged Appeals as of End of the Fiscal Year from Current Annual Report
J	0	0
GSA (direct):	2	5
AGENCY OVERALL	2	5

*The U.S. General Services Administration (GSA)'s FOIA Annual Report for FY 2016 reported that the number of backlogged appeals at the end of the fiscal year for GSA was 2 and the Office of Inspector General (J) was 1. As a result of our data reconciliation and validation efforts, we have determined that the number should have been GSA-2 & J-0; that corrected number is reflected here. The overall number of backlogged appeals action at that time was closer to the 2 number previously reported.*

